

Model Guidelines for Landscape and Streetscape Review For Use by Historic Preservation Commissions

Adapted from the City of Frederick Guidelines for Review (Barbara Wyatt, 2007)

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These guidelines are intended to be a basis for the development of locally acceptable guidelines for the review of proposed changes to landscapes, streetscapes, parks, and cemeteries within designated historic districts. Historic districts may include other designed or natural areas that require guidelines for landscape treatment, such as plazas, woods, and boulevards.

All guidelines should be based on the history, historic fabric, and construction practices evident in the historic area during the period of significance. A landscape history of the area is an important accompaniment to the landscape and streetscape guidelines. Historic photos should illustrate the landscape history.

Please note that this version of the guidelines is not illustrated. Drawings and photographs are essential to illustrate landscape features such as fence types. Historic photographs are useful tools for illustrating early landscape features and practices.

These guidelines should be adapted to correspond with the level of review permitted by local and state codes and adjusted to local cultural and environmental factors and the local historic preservation program. Please note that nomenclature can be confusing in discussing landscape types, because there is no universally accepted standard. The definitions used in this model can be replaced with different definitions, with the text changed accordingly.

The 2007 Frederick, Maryland, guidelines from which these guidelines were crafted are available at www.cityoffrederick.com.

INTRODUCTION

A. Definitions

1. Landscape. *Landscape*, as used in the context of review by the historic preservation HPC refers to those parts of the designated property (building, structure, district, object, or site) that are generally not occupied by buildings. *Landscape* is an umbrella term in this application, encompassing settings or yards of buildings, parks, cemeteries, squares and plazas, and other similar spaces. *Landscapes* are composed of the following:

- a. Natural features, including the natural or manipulated topography, soils, plant materials, hydrology, and geology;

- b. Human-designed features, such as spatial organization, circulation, parking, boundary demarcations, plantings, water features, small scale features, including but not limited to works of art, furniture, monuments, and lighting.
- c. Objects and sites related to any cultural layer that may exist, including sites of cultural or spiritual significance and archeological sites.

2. **Greenspace.** *Greenspace* is used throughout these guidelines to refer to areas that are unpaved and devoid of buildings, but characterized by vegetation, including turf, trees, shrubs, groundcovers, and flowers, and provide relief from building and hardscape fabric. *Greenspace* can be a naturally occurring area or a human created space. Rather than a type of landscape, greenspace herein is used to refer to a function of landscapes or as a component of many types of landscapes.

B. Types of Landscapes

The following types of landscapes may be individually designated or they may contribute to historic districts. Landscapes and streetscapes are important for their individual significance, in providing context to the designated area or specific buildings, and for their contribution to greenspace in the historic area.

1. **Streetscape.** *Streetscape*, as used in urban historic districts or individually designated properties, refers to the visual image of streets roads, and alleys, including the space between building faces along a public street. Streetscapes are characterized by paving, utilities, signs, public art, street furniture and other small scale features, plantings, and small scale structures, such as bus shelters and kiosks.
2. **Public park.** *Public parks* are designed areas intended for passive and active recreation. They range in scale from small pocket parks to large regional parks. Parks include a range of character defining features, such as pedestrian and vehicular circulation systems, parking, lawn, trees and other plantings, playgrounds, furniture such as benches, amenities such as lighting, water fountains and trash receptacles, water features, and buildings for park functions and maintenance.
3. **Cemetery.** *Cemeteries* are areas that are designated as burial grounds and that contain human remains marked by gravestones, monuments, mausoleums, columbaria, etc. Cemeteries may include pedestrian and vehicular circulation systems, fencing, formal and informal plantings, water features, and ancillary buildings and structures.
4. **Yard.** *Yard* refers to the space on a lot not occupied by buildings, and generally characterized by plantings, turf, parking, and domestic amenities, such as play equipment, barbeque pits, clotheslines, compost facilities, or parking.
5. **Setting.** *Setting* refers to the space surrounding a building, structure, or object that provides a context. The setting may extend beyond a legal parcel. The *immediate setting* generally refers to the space around a subject building or group of buildings and the

broader setting may refer to the area beyond the designated parcel or district, such as the neighborhood or adjacent neighborhoods.

C. Rehabilitation Treatments for Landscapes and Streetscapes

These guidelines are in keeping with the Secretary of the Interior's Guidelines for Rehabilitation, which are explained in the National Park Service publication *Guidelines for the Treatment of Cultural Landscapes*. "Rehabilitation" is defined by the Secretary of the Interior as "the act or process of making possible a compatible use of a property through repair, alterations, and additions while preserving those portions or features which convey its historical, cultural, or architectural values."¹ The rehabilitation treatment is distinct from preservation, restoration, or reconstruction treatments.

Secretary of the Interior's Standards for Rehabilitation, from the Code of Federal Regulations, 36 CFR68.3(b)

1. A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships.
2. The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.
3. Each property will be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.
4. Changes to a property that have acquired historic significance in their own right shall be retained and preserved.
5. Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.
6. Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.
7. Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.
8. Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.

¹ Charles Birnbaum and Christine Capella Peters, eds. *Guidelines for the Treatment of Cultural Landscapes* (Washington, DC: National Park Service, 1995), p. 48.

9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.
10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

D. Special Considerations Regarding Application of the Rehabilitation Standards

1. **Replacement features.** If upon review the HPC determines that replacement of a historic landscape or streetscape feature is necessary, the replacement must be the same as the existing. If the exact appearance of the historic element is not known, the replacement must be based on documentation or physical evidence. If evidence is not available, the replacement must be in keeping with the landscape or streetscape.
2. **Materials.** The materials used in landscapes and streetscapes must be materials approved for rehabilitation or new construction elsewhere in these guidelines, or materials specified in this chapter. All materials must be compatible in color and texture with historic streetscapes and landscapes. Non-historic materials may be approved on a case-by-case basis.
3. **Retention of greenspace.** The HPC will evaluate all proposals for new development, additions, parking and other paving for their impact on greenspace in the Historic district. Residential yards must maintain a 30% area of greenspace outside of the primary structure. Garages, new additions and paved areas cannot occupy more than 70% of the lot, not including the primary structure.
4. **Encouraging sustainability, safety, and accessibility.** These guidelines are not intended to discourage practices that encourage sustainability, safety, and accessibility, but approvals related to these issues will strive for solutions that are most in keeping with the historic property and these guidelines.
5. **Conflict between guidelines and codes.** In the event of a conflict between state laws or the City code and these guidelines, the applicable law or code will take precedence.
6. **Deference to the Secretary of the Interior's Rehabilitation Standards for the Treatment of Cultural Landscapes.** If any proposed treatment, including alteration, addition, and removal, is not addressed by these guidelines, the HPC will defer to the *Secretary of the Interior's Rehabilitation Standards for the Treatment of Cultural Landscapes* for guidance.

LANDSCAPE REVIEW (Yards and Settings)

A. Plantings and Tree Removals

1. HPC review. The HPC must approve the following regarding plantings in yards and settings:

A. Tree removal. The removal of trees over 12 inches in diameter at breast height must be approved by the HPC. Such trees that are removed will be replaced with a tree of the same species or a species with similar form, scale, and foliage approved by the HPC. The removal of trees that are certified as diseased or hazardous by the City arborist can be approved by the preservation planner or the director of the Planning Department.

B. Plantings for screening. The HPC may require HVAC equipment and other utilities to be screened from view from the public way. Screening approved by the HPC may be fencing, plant materials, or a combination. Fencing must comply in material and design with fences described in this chapter. It must be high enough to screen, but cannot exceed six feet unless otherwise permitted by Code. If plant materials are required for screening, shrubs must be at least two feet high when planted and trees must be at least five feet high when planted. Evergreen species must be planted if the conditions would foster the healthy growth of evergreen species.

C. Planting plans. In the context of new construction, the HPC must approve site plans and planting plans, including the full range of plant materials.

D. Attached window boxes. The HPC must approve the placement of window boxes that are attached to the building with screws or other devices that may penetrate the wall or window frame or sill. Only mounting hardware and drainage features that do not damage historic fabric will be approved. Window boxes should not sit directly on wood window sills and should include airspace between the house and box. Plastic or vinyl windows boxes are not permitted.

E. Overgrown and invasive plants. The HPC may require the trimming or removal of large scale vegetation in the historic area that blocks views and vistas, compromises access, or that are diseased or dead. The HPC may also require the removal of invasive plants that are or have the potential to become nuisances in the historic area.

2. Plantings that do not require HPC review. The HPC does not approve the following plantings:

A. Tree removal, less than 12-inch diameter. The HPC does not review the removal of trees less than 12 inches in diameter, unless the species by nature does not achieve a

12-inch diameter. The city arborist or another tree professional should be consulted about trees less than 12 inches in diameter when smaller trees are potentially historic.

B. Free-standing planters. The HPC does not review the placement of free-standing planters, but their placement must be compliant with City code. Certain situations may require a planter for screening purposes.

C. Window boxes, not attached. The HPC does not review the placement of window boxes that are not attached to the building with screws or other hardware that penetrates or otherwise damages the wall, or window frame, or sill.

D. Garden plantings. The HPC generally does not review proposals for garden plants, except planting plans required for the approval of new construction.

3. HPC Recommendations

A. Mulch, groundcover substitutes, and edging. The HPC does not approve the type of mulch applied, but strongly recommends the use of historically appropriate organic mulch, such as bark and pine needles. The HPC does not recommend the use of gravel, lava, or other crushed rock as a substitute for organic mulch or groundcovers. The HPC does not approve edging at planting beds, but recommends the use of materials that are historically accurate, such as brick and rock.

B. Sustainability in the landscape. The HPC does not specify the plants that are appropriate for the historic area, but encourages incorporating appropriate native and exotic species, particularly drought resistant plants to increase viability, decrease water consumption, and prevent possible runoff from nurturing plants with high water needs.

B. Fences, Gates and Walls

1. Definition. Fences and walls are constructed barriers that help define and screen parking lots, yards, and walkways. Gates are movable portions of fence that allow passage.

2. HPC review. The construction, replacement, and removal of fences, gates, and walls must be approved by the HPC.

3. Location of fences and walls. The placement of fences and walls must correspond with the City code, which specifies that front yard fences (fences that extend beyond the front façade of a building) are not permitted. Fences and walls on corner lots must leave the sight triangle unfenced, as specified in the City code.

4. Height of fences and walls. The height of fences and walls is regulated by the City code. The code allows fences and walls to be six-feet high, including posts, as measured from the outside of the fence or wall. The HPC might not approve a fence at the maximum

height allowed. The HPC appreciates, but does not require, lower fences in backyards to correspond with historic patterns and to preserve sight lines.

5. **Appropriate materials for fences, gates, and walls.** The following materials are allowed for fencing and gates in the historic district: wrought or cast iron, aluminum, or steel; wood boards (minimum width 4”); and woven wire. Pressure treated wood is permitted for fences and gates that do not face streets. Lattice panels may be approved as a fence or gate detail, but lattice alone is not permitted as a fence or gate material. Brick and stone are permitted wall materials. Traditional, rectangular, untinted concrete block walls and poured concrete walls may be approved on a case-by-case basis.
6. **Inappropriate materials for fences, gates, and walls.** Fencing materials that will not be approved include plastic (including vinyl post caps), fiberglass, and other non-traditional materials. Concrete masonry units, natural or tinted, will not be approved as a wall material. Fiberglass and plastic will not be approved as a wall material in any form.
7. **Historic precedence for fences, gates and walls.** New fences and walls must resemble, in design and materials, those that were built historically in the historic area. Some modification to historic fence types and wall styles may be allowed to accommodate backyard privacy and for practical reasons. For example, six-foot fences, which were not typical historically in residential areas, can be visually minimized while providing greater air circulation with the incorporation of a narrow lattice panel at the top.
8. **Appropriate fence types.** The following fence types are evident in historic photographs of the historic area and are considered appropriate. Some fence types are only approved at low heights. Fences other than those listed below will be reviewed on a case-by-case basis.
 - a. **Solid board fences, with and without cap boards.** The width of boards ranges from about 4 inches to 14 inches. Historically, fence heights did not seem to exceed five feet in back and side yards, but the HPC may approve six-foot high fences. Board fences may have posts that extend above the boards, but they cannot exceed six feet in height. Posts can be topped with metal or wood caps, but not vinyl caps. The use of “dog-ear” boards is acceptable.
 - b. **Scalloped-top board fences.** The boards are cut to create a sweeping scallop between posts. Historically, this fence type seems to have been unusual and reserved for front yards. It will be approved on a case-by-case basis in backyards.
 - c. **Picket fences.** These wood fences are typically three to five feet high and built of narrow, vertical boards with pointed tops, known as pickets. Traditionally, the pickets, which are attached to a top and bottom rail, were spaced an inch or less apart; however, the HPC will accept wider spacing. Some variation was shown on the top points of the pickets and the posts. Historically, picket fences may have been the most common fence type, used in front yards and back yards, at both modest and more elaborate buildings.

- d. Woven wire fences.** Woven wire stretched between wood or metal posts was a common fence type historically, but is rarely seen today. It is considered an appropriate fence type in back yards in the historic area.
- e. Wrought and cast iron fences.** Iron fences are the most ornate fences in the historic district, although simple versions of the fence also exist. The installation of fences of alternative materials that mimic wrought or cast iron fencing will be evaluated on a case-by-case basis.
- f. Inappropriate fence types.** Several fence types are not appropriate in the historic district, because of their relatively recent popularity or their rural or industrial nature. Fences that will not be approved include board-on-board (alternating board) fences, stockade fences, and split rail fences. Chain-link fences will only be approved for some recreational or industrial sites.
- g. Finishes for wood fences.** Wood fences in back yards can be painted, stained, or allowed to weather naturally. Where front yard fences are permitted, they must be painted or stained.
- h. Required orientation of fences and walls.** All fences must be installed with the “beauty side” facing outward, meaning that the structural components of the fencing must face the yard being fenced, as required by City code.

C. Parking Spaces and Driveways

- 1. Maintain existing pattern of parking spaces.** The historic location of parking spaces in residential areas was typically adjacent to the alley behind the house. This pattern should be maintained, with some provision for adding an additional space near the alley, if the requirement for the retention of greenspace can be maintained (see “Special Considerations Regarding Application of the Rehabilitation Standards,” above). Parking spaces cannot be created in front yards.
- 2. Driveways.** Driveways cannot be built to connect to the main street, unless this is a typical pattern on the street where a building is located. Driveways may be approved to connect to the alley, as long as the greenspace requirement can be met.
- 3. Paving driveways and parking areas.** Parking areas and driveways near alleys can be asphalt, brick, concrete, or other masonry pavers approved by the HPC, but those visible from a public street must be consistent with the surrounding streets and sidewalks.

D. Paving

- 1. Definition.** *Paving* refers to the surface treatment of horizontal surfaces intended for pedestrian or vehicular travel. Paved surfaces must be a durable and dust free, according to City engineering standards. The HPC reviews paving proposals for private walks and patios, driveways, parking areas and parking lots. A *parking area* is a small number of spaces located on private property, and a *parking lot* is larger and publicly or commercially operated.
- 2. Materials.** New paving materials must be selected from the list of approved materials included in these guidelines; however, the method of installation can reflect modern practices and technology. The HPC will not approve the use of planks, boards, or logs to create a paved surface, nor will it approve the placement of gravel in areas that that are more appropriately planted greenspaces.
- 3. Paving private walkways and patios.** Paving for private pedestrian walks and patios may be brick, concrete, stone, or other masonry pavers. Crushed gravel may be used for private walks. A private walk that abuts a City sidewalk must be brick or concrete.

E. Garden Structures

- 1. Definition.** *Garden structures* include gazebos, arbors, pergolas, patios, treehouses, and similar devices that typically provide sitting areas and may support plants.
- 2. HPC reviews.** The HPC reviews the scale of garden structures to be permanently installed, their potential visual impact on the setting, effect on greenspace, and the appropriateness of their materials and construction.
- 3. HPC does not review** items that are temporary in nature, such as some children's play equipment, panels to support roses and other climbing plants, or plant containers not attached to a structure;
- 4. Materials.** Garden structures are usually made of wood or metal, although masonry may be appropriate for some applications. Pressure treated wood can be used for garden structures, but it must be painted or stained. Plastic and other more modern materials are not permitted.
- 5. Prohibited structures.** Decks will not be approved on historic buildings or in yards of designated properties. A *deck* is a raised platform built of wood or synthetic wood, usually attached to the back of a house and without a roof. Decks project farther from buildings than the four- to five-feet that traditional Frederick porches project, and may span the width of the building. Deck railing is often horizontal, and a flight of stairs may lead to the back yard. Decks became popular in the mid-twentieth century and are associated with American suburbs. Decks are not appropriate in the Historic district and will not be approved.

F. Hot Tubs, Swimming Pools and Other Water Features

1. **HPC approval.** Hot tubs, swimming pools, other water features, and their settings that require any permit for installation are subject to HPC approval. The HPC will evaluate the impact on the yard or setting, the appropriateness of the scale and materials, visibility from the public way, screening and the impact on greenspace. An archeological investigation may be required as part of installation.
2. **The HPC does not approve** water features less than four feet in diameter, unless their installation requires any permit.
3. **Screening required.** Hot tubs, swimming pools and other water features will not be approved without adequate screening from view from the public way.

STREETSCAPE REVIEW

A. Plantings in the Streetscape

1. **Street trees.** Street trees are the trees planted on the public right-of-way in tree wells. The HPC may require street tree plantings in the context of new construction or where changes are being made to the streetscape. With the advice of the City arborist and in compliance with City code, the HPC will approve the species to be planted and the size and location of tree wells. The HPC will encourage the use of tree species that were planted historically in Frederick, as available and practical. Tree wells must not be covered with grates, unless the surface of the tree well is needed to comply with required sidewalk widths. Borders that are tripping hazards cannot be installed around tree wells.
2. **Plantings in tree wells.** Property owners can plant annual or perennial flowers in tree wells. In order to maintain the health of the tree, such plantings should be 12” from the base of the tree and soil and mulch should not be built up around the trunk.
3. **Hanging Baskets.** Basket of flowers to be placed seasonally on lights posts or on other existing or proposed structures must be approved by the HPC. When not in use, the baskets should be removed or, if permanently installed, plants should be removed at the end of the season.

B. Paving in the Streetscape

1. **Definition.** *Paving* refers to the surface treatment of horizontal surfaces intended for pedestrian or vehicular travel. Paved surfaces must be a durable and dust free, according to standards issued by the City Engineering Department. The HPC reviews paving

proposals for sidewalks, private walks and patios, driveways, parking areas and parking lots, streets and crosswalks. A *parking area* is a small number of spaces located on private property, and a *parking lot* is larger and publicly or commercially operated.

2. Materials. New paving materials must be selected from the list of approved materials included in these guidelines; however, the method of installation can reflect modern practices and technology. The HPC will not approve the use of planks, boards, or logs to create a paved surface, nor will it approve the placement of gravel in areas that are more appropriately planted greenspaces.

3. Paved Surfaces for Specific Uses.

- a. Public sidewalks.** Public sidewalks may be paved with brick or concrete, according to the City standards, with some exceptions. Brick shapes and patterns not included in the City standards, including hexagonal-shaped, may be approved on a case-by-case basis. Acceptable brick patterns from the City standards are limited to herringbone and running bond. The brick on existing sidewalks can be removed and re-laid, according to the current City standard. Only broken bricks should be replaced. New brick that matches the old sidewalk brick can be used to replace concrete sidewalks with brick. HPC approval is not needed to relay brick sidewalks, to replace concrete sidewalks with brick, or to re-pave concrete sidewalks with concrete. HPC approval is required to replace brick sidewalks with concrete. Property owners should contact the Building Department for more information on paving City sidewalks.
- b. Public streets and alleys.** The HPC must approve new streets and alleys in the historic area. The HPC will approve changes in the roadbed, such the removal of stone curbs; the replacement of brick streets with asphalt; the installation of paving different from the existing at crosswalks or in other places for aesthetic or practical reasons; and the alteration of historic street dimensions. If there is no change in materials or other factors, the HPC does not need to approve the in-kind resurfacing of public streets. Traffic control devices must be approved by the HPC.
- c. Crosswalks.** Crosswalks may be required where streets, alleys, or driveways intersect a City street. The design of crosswalks must correspond with the design specified in the City code. Crosswalks of alternative materials will be reviewed by the HPC.

C. Street Furniture

- 1. Definition.** *Street furniture* includes, but is not limited to, benches, trash receptacles, ash trays, commercial mail boxes and drinking fountains placed on public sidewalks or in other public spaces. The design and location of street furniture must be approved by the HPC.

2. **Prohibited street furnishings.** Vending machines and publication racks are not permitted on streets and sidewalks in the historic district and cannot be visible from any public right-of-way.
3. **Materials.** In general, street furniture must blend with the historic nature of the streetscape through the use of materials that are consistent with approved materials. Plastic, fiberglass and other non-historic materials are not acceptable.
4. **Benches.** New benches should resemble historic benches, if not in place, as depicted in historic photos. They must be made of metal, wood, concrete, or a combination.
5. **Trash receptacles.** Trash receptacles shall be appropriate for the streetscape in appearance and placement and in keeping with others approved by the HPC for consistency.
6. **Drinking fountains and ash trays.** Drinking fountains and ashtrays shall not be placed on public sidewalks.
7. **Commercial mail boxes.** Mail boxes cannot be placed by commercial mail services in locations that are visible from public rights-of-way. Such mail boxes should be placed inside buildings. This does not pertain to boxes placed by the US Postal Service.

D. Street Lights

1. **Definition.** *Street lights* are lights that are installed by the City to illuminate streets and sidewalks in the historic area. Street lights also are used to illuminate parks, parking lots and other public spaces.
2. **Preferred model.** Preferred street lights in the historic district are “acorn” fixtures installed on ten or twelve foot cast iron or cast aluminum poles. Other models may be required on state or federal highway within the historic district. Lights for parks, parking lots, and other public spaces must be compatible with historic lighting and will be approved on a case-by-case basis.
3. **Replacing other models.** Acorn light fixtures on metal poles must be installed on any street where major street work results in the replacement of street lights.
4. **Other outdoor lighting.** Lighting attached to buildings or located in places other than City streets is discussed in the section “Guidelines for Building Accessories and Signs.”

E. Street Signage

- 1. Definition.** Street signage refers to public signs displayed by the City, county, state, or federal government to provide directions, control traffic, identify locations, and provide emergency and other information. Historic markers should be reviewed as signage or, if in some cases, as public art. Other signage is discussed in the section “Guidelines for Building Accessories and Signs.”
- 2. Amount and placement.** Unnecessary and redundant signage should be avoided to reduce the amount of streetscape clutter that such signage can present. The number of poles containing signs should be as minimal as possible. To that end, signs should be placed together on poles wherever possible.

F. Parking and Parking Lots

- 1. Spaces and meters on city streets.** The HPC does not regulate the assignment of parking spaces along City streets; line painting to delineate parking spaces; or the placement of bollards and other safety features. The HPC will approve changes in meters or the addition of new equipment along the street for the collection of parking fees.
- 2. Existing parking lots.** The HPC will approve major changes to existing parking lots, such as changes to islands, lighting, access, and new equipment for fee collection.
- 3. New parking lots.** The HPC will approve the site plan and construction details of all new parking lots. Parking lots must be located behind buildings and not visible from streets. Entrances to parking lots should be from alleys. The HPC may require screening to block the view of parking lots from streets and alleys. Screening requirements may involve vegetation, fencing, walls, or a combination. Entrances to parking lots from streets will only be approved on a case-by-case basis and such entrances must include an architectural or vegetative buffer to minimize the view from the street.
- 4. Repaving and re-surfacing parking lots.** Re-surfacing is considered a maintenance function and does not require HPC approval. A change in the paving material of a parking lot requires HPC approval.
- 5. Materials for parking lots.** Paving must be consistent with the guidelines in “Paving in the Streetscape,” above.

G. Public Art

- 1. Definition.** Public art refers to works of art that are placed or created outside and intended for public appreciation. Such artwork includes, but is not limited to, sculpture, murals, mosaics, and monuments. In some cases, historic markers should be reviewed as public art because artistic qualities and scale may make them more than simply “signs.”

Functional aspects of streetscapes and landscapes, such as bridges, benches and fencing, may provide opportunities for artistic expression and, in certain situations, will be evaluated as public art.

- 2. Review of Public Art.** The HPC reviews all applications for public art with respect to its relationship to character-defining façades or features or its placement within a historic streetscape or landscape in addition to the effect of its attachment on any historic materials. The HPC shall not consider the content, color, subject matter or style of the proposed artwork. The HPC shall have final approval authority regarding height, massing, scale, materials and placement. The HPC shall give great weight to the recommendation of the Public Art Commission when reviewing public art.
- 3. Placement.** Public art should be located in a manner that complements the existing site design and streetscape, while not dominating the character-defining elevations of historic buildings or the streetscape. When selecting the location of public art, consideration should be given to the height, scale and massing of the installation, so that the artistic work does not irreversibly alter the character defining features of historic buildings or damage historic materials.

H. Water Features in the Streetscape

- 1. HPC review.** The HPC will review all decorative and functional water features proposed for installation on the streetscape, including fountains, pools, channels, and drinking fountains.
- 2. Placement of water sources.** The HPC will also review the placement of hose bibs and other equipment needed to water plants and wash sidewalks, as well as the placement of new fire hydrants.

Public Parks

A. Significance and Review

Public parks are part of the historic fabric of the designated area. They may have individual historical significance, contribute to the overall significance of the historic area, and provide essential greenspace. Their treatment must be in keeping with their historic design and function, and in accordance with the Secretary of the Interior's Standards for Rehabilitation and these guidelines. For specific guidance not included in this section, other sections of the guidelines that pertain to appropriate materials and treatments for landscapes, streetscapes, and buildings must be followed.

B. Identify Character Defining Features

The character defining features of each park must be identified and retained. Such features include but are not limited to spatial organization; views and vistas into the park and within the park; pedestrian and vehicular circulation systems; fencing; fields and playgrounds; buildings and structures; public art and water features (natural or human-made); lighting; parking; and minor features and furniture, such as benches.

C. Review by the HPC

The addition of new features, the replacement of features, and the introduction of major new uses must follow be reviewed by the HPC. Specific areas of HPC review include:

1. **Site plan.** Proposed changes to the site plan;
2. **Circulation.** Proposed changes to park walks and roads, including a change in paving or surface treatments; changes to edging or drainage features; changes to stairs and ramps; modification of walkway or roadway dimensions, and the addition or removal of walks and roads. In-kind re-surfacing does not require HPC review.
3. **Vegetation.** Major changes in vegetation, including the removal of character defining groups of vegetation or individual trees that are more than 12 inches in diameter must be approved by the HPC. The introduction of new planting plans that have a major impact on the park must be approved by the HPC. This does not include new plantings in existing planting beds.
4. **Water features.** Proposed changes to park water features must be approved by the HPC, including changes to design features, such as pools and fountains, and changes to natural features, such as rivers, creeks and lakes. The addition, removal, or alteration of related character defining features will also be reviewed by the HPC, including bridges, dams, edging and other erosion control devices, fountains, aeration devices and other environmental controls, and piers and overlooks.
5. **Buildings and structures.** The modification, addition, or removal of buildings and structures, such as maintenance facilities, band shells, and picnic shelters, must be consistent with the guidelines for comparable designated resources outside the park. Buildings and structures cannot be moved within the park without HPC approval.
6. **Other character defining features.** The HPC must approve changes, including replacement, additions, and removal, of features such as fencing, band shells, gates and other entrance features, and other character defining features.
7. **Small scale features.** The HPC must approve changes, including replacement, addition, and removal, of lighting, furniture, kiosks, and other small scale features.

- 8. Sports fields and playgrounds.** The HPC does not review typical maintenance activities needed to maintain sports fields, tennis and basketball courts, and playgrounds, including liming, re-surfacing in-kind, and increasing the depth of existing mulch.

Cemeteries

A. Significance and Review

Public and private cemeteries can be significant historic sites and important greenspaces within historic areas. Their treatment must be in keeping with their historic design and function. For specific guidance not included in this section, other sections of the guidelines that pertain to appropriate materials and treatments for landscapes, streetscapes, and buildings must be followed.

B. Identify Character Defining Features

The character defining features of each cemetery must be identified and retained. Such features include but are not limited to spatial organization; views and vistas into the cemetery and within the cemetery; vegetation; natural features; fencing; circulation systems; buildings and structures, such as maintenance facilities, columbaria, mausoleums, and chapels; works of art; water features (natural or human-made); furniture and other small scale features; lighting; and parking. Gravestones and monument are hallmarks of any cemetery.

C. Review by the HPC

The addition of new features, the replacement of features, and the introduction of major new uses must be reviewed by the HPC. Specific areas of HPC review include:

- 1. Site plan.** Proposed changes to the site plan;
- 2. Circulation.** Proposed changes to cemetery walks and roads, including a change in paving or surface treatments; changes to edging or drainage features; changes to stairs and ramps; modification of walkway or roadway dimensions, and the addition or removal of walks and roads. Re-surfacing in-kind does not require HPC review.
- 3. Vegetation.** The HPC reviews the removal of character defining plant materials, particularly trees that may be historically associated with the cemetery.
- 4. Water features.** Proposed changes to cemetery water features must be approved by the HPC, including changes to design features, such as pools and fountains, and

changes to natural features, such as rivers, creeks and lakes. The addition, removal, or alteration of related character defining features will also be reviewed by the HPC, including bridges, dams, edging and other erosion control devices, fountains, aeration devices and other environmental controls.

- 5. Buildings and structures.** The modification, addition, or removal of buildings and structures must be consistent with the guidelines for comparable designated resources outside the cemetery. Buildings and structures cannot be moved within the cemetery without HPC approval.
- 6. Other character defining features.** The HPC must approve changes, including replacement, addition, and removal, of character defining features such as fencing, gates and other entrance features.
- 7. Small scale features.** The HPC must approve changes, including replacement, addition, and removal, of lighting, furniture, and other small scale features that may contribute to the historic quality of a cemetery.
- 8. Not subject to HPC review.** The HPC does not review the placement of individual grave markers, gravestones, or monuments.